

SHIRE OF KOJONUP

Kojonup



Kojonup Bush Fire Advisory Committee

Minutes

12 February 2018

MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
TO BE HELD 12 February 2018

TABLE OF CONTENTS

| | | |
|-------------|---|----------|
| 1. | DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS | 3 |
| 2. | ATTENDANCE & APOLOGIES | 3 |
| 3. | CALL FOR NOMINATION AND THE ELECTION OF THE PRESIDING MEMBER | 4 |
| 4. | SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE | 4 |
| 5. | PUBLIC QUESTION TIME | 4 |
| 6. | APPLICATIONS FOR LEAVE OF ABSENCE | 4 |
| 7. | CONFIRMATION OF MINUTES | 4 |
| 8. | ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION | 5 |
| 9. | PETITIONS, DEPUTATIONS & PRESENTATIONS | 5 |
| 10. | DECLARATIONS OF INTEREST | 5 |
| 11. | STATUS REPORTS | 5 |
| 12. | ITEMS | 6 |
| 12.1 | ANNUAL FIRE BREAK AERIAL INSPECTION | 6 |
| 12 | MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN | 9 |
| 13 | LATE ITEMS | 9 |
| 14 | NEXT MEETING | 9 |
| 15 | CLOSURE | 9 |
| 16 | ATTACHMENTS (SEPARATE) | 9 |

MINUTES

1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS**

As there is currently no Presiding Member, Rob Cowie declared the meeting open at 7:35pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2. **ATTENDANCE & APOLOGIES**

MEMBERS

| | |
|--------------------------|--|
| Mr Ned Radford | Councillor |
| Mr John Benn | Councillor |
| Mr Tony Fisher | Chief Bush Fire Control Officer |
| Mr Roger House | Deputy Bush Fire Control Officer |
| Mr Geoff Gale | President of the Kojonup Bush Fire Association |
| Mr Robert Cowie | Administration/Regulatory Officer |
| Mr Rick Mitchell-Collins | Chief Executive Officer |
| Mrs Denise Berryman | Secretary of the Kojonup Bush Fire Association |
| Mr Paul Retallack | Senior Ranger/Building Maintenance Coordinator |
| Mr Daniel Campbell | Kojonup Volunteer Fire and Rescue Service |
| Mr Matthew Crabb | Kojonup Volunteer Fire and Rescue Service |
| Mr Mort Wignall | Manager Regulatory Services |
| Mr Bob Francis | Kojonup Bushfire Brigade Member |

APOLOGIES

| | |
|-----------------|----------------------------------|
| Mr Murray Gibbs | Senior Bush Fire Control Officer |
| Mr Myles Reid | Senior Bush Fire Control Officer |

3. CALL FOR NOMINATION AND THE ELECTION OF THE PRESIDING MEMBER

The previous Presiding member no longer serves on the Shire Council so therefore a new Presiding Member is required to be elected

The committee calls for nominations to the position and if more than one nomination is received a vote will take place and the Presiding Member will be duly elected.

Dan Campbell nominated Mr Ned Radford for the position of Presiding Member and he duly accepted the nomination.

Mr Radford was elected unopposed with Mr John Benn duly elected Deputy.

Mr Radford assumed the chair for the balance of the meeting as the new Presiding Member.

4. SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Mr Radford questioned the Shire staff on the need for personal insurance to be held by volunteers including vehicle insurance on the fire ground.

Mr Cowie responded that all registered volunteers and vehicles that are on a fire ground and are operating under the control of an appointed Fire Control Officer, will be covered under the Shire's insurance.

5. PUBLIC QUESTION TIME

NIL

6. APPLICATIONS FOR LEAVE OF ABSENCE

NIL

7. CONFIRMATION OF MINUTES

ORDINARY MEETING 4 September 2017

COMMITTEE DECISION

1/18 Moved Geoff Gale, seconded Rob Cowie that the Minutes of the Ordinary Meeting of the Bushfire Advisory Committee held 4 September 2017 be confirmed as a true record.

CARRIED 13/0

8. **ANNOUNCEMENTS** by the Presiding Member without discussion

Mr Radford queried the use of Fire units at Feedlots on days that have a Harvest and Vehicle Movement Ban imposed by the Shire.

Mr Fisher responded that he had inspected one feedlot in the previous season and provided them with an Exemption Notice as per Council decision 16/17 which states the following:

That the Bushfire Advisory Committee recommends that the Shire of Kojonup delegate authority for the Chief and Deputy Chief Bushfire Control Officers to:

- 1. Visit feedlots located within the Shire at the start of each fire season;*
- 2. Inspect and if required, recommend appropriate measures, to allow said feedlots to be exempt from the Shire of Kojonup Harvest and Vehicle Movement Bans for the purpose of feeding stock for the duration of the fire season only; and*
- 3. Issue an 'Exemption Notice' in writing to the feedlot owner.*

The committee was satisfied that this decision allowed the CBFCO to use their discretion to add appropriate measures as required when granting an exemption.

9. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

NIL

10. **DECLARATIONS OF INTEREST**

NIL

11. **STATUS REPORTS**

This section of the meeting is to be used to relay any updates or information to the rest of the Committee that do not require a motion to go to Council.

Mr Campbell requested an update on the status of the Communication Tower. Mr Mitchell-Collins replied that this is a very complex matter and involves many interested parties. It is not a quick or simple process. Progress is being made, albeit at a slower than desired rate.

On a positive note, a formal MOU has been signed with the property owner of the land where the current tower is located.

CEO would request Manager Corporate Services to provide a progress report for the next BFAC meeting.

12. ITEMS

12.1 ANNUAL FIRE BREAK AERIAL INSPECTION

| | |
|----------------------|---|
| AUTHOR | Rob Cowie - Administration/Regulatory Officer |
| DATE | Tuesday, 6 February 2018 |
| FILE NO | Synergy file number |
| ATTACHMENT(S) | Nil |

| STRATEGIC/CORPORATE IMPLICATIONS | | |
|---|---|--|
| Community Strategic Plan 2017 – 2027 “Smart Possibilities – Kojonup 2027+” | | Corporate Business Plan 2017 – 2021 “Smart Implementation – Kojonup 2021 +” |
| Key Pillar | Community Outcomes | Corporate Actions |
| KP 2 –Connected | 2.3 – Be providing for a safe and secure environment by working with State and Federal authorities | 2.3.1 – Maximise community safety through safe urban design and advocate for enhanced emergency service provisions. |

DECLARATION OF INTEREST

Nil

SUMMARY

There is a need to discuss the effectiveness and timeliness of the annual Fire Break inspection.

BACKGROUND

Currently, the Shire of Kojonup in conjunction the Volunteer Bushfire Brigades, utilise the services of an outside contractor to conduct an annual aerial inspection of the entire Shire to monitor the state of bushfire preparedness.

Historically, the inspection has been conducted mid-December, after the final inspection dates as gazetted in the Annual Fire Break Order. The Chief Bush Fire Control Officer organises volunteers from the Brigades to participate in the inspection process. Once the inspection is completed, a list of potential properties with need for closer inspections is created and given to the CBFCO and Shire Ranger to be inspected.

Once inspected, the Ranger has the discretion to administer warnings or infringements to the property owner.

COMMENT

There have been numerous issues with the tight timelines for aerial inspections. The current timeline for Firebreak Inspections for the 2017/2018 Fire Season is as follows:

| | |
|---------------------------|--|
| 1 December | All firebreaks and fire hazard reduction measures to be completed on land within the gazetted town site |
| 4 December | Council to conduct annual firebreak inspection on land within gazetted town site |
| 11 December | All protective burning and firebreak precautions to be completed on land outside of the gazetted town site |
| 15 December | Council will commence its aerial and ground inspection process of all land outside the gazette town site |
| | |
| 1 November to 14 February | Prohibited Burning Period Permits may be issued by FCO's between the periods 1 Nov to 15 Dec for protective burning only. 16 Dec to 14 Feb – No fires may be lit without express permission of CBFCO. |

Due to the small window between the aerial inspection and the Christmas shut down period for the Shire office in 2017, we have encountered a problem where the volunteer brigade members were unable to provide the list to the CBFCO and Ranger in time to have the ground inspections completed.

I propose for the upcoming 2018/2019 Fire Season, that the aerial inspection be brought forward to the first week in December (Friday 7th December 2018). Even though the land owners still have one week of the permit period available, the Brigade volunteers will be able to clearly see if there are any land holders who are on track with their protective burning and which land holders are not on schedule. The landholders who are behind schedule, will be visited personally by the Ranger and the CBFCO or other Zulu.

CONSULTATION

Paul Retallack - Shire of Kojonup Ranger.

STATUTORY REQUIREMENTS

Bush Fires Act 1954 - Sect 33

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Current cost of aerial inspection is \$7000 per annum

RISK MANAGEMENT IMPLICATIONS

Nil

ASSET MANAGEMENT IMPLICATIONS

Nil.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends to Council that it bring forward the date of the Aerial Inspection to the first week in December and that this practice be continued for the 2017/2018 and 2018/2019 Bushfire Seasons.

COMMITTEE DECISION

/18 Moved , seconded

CARRIED/LOST /

There was considerable discussion on inspection time frames, purpose, follow up, number of properties affected, seasonal aspects especially late rains or prolonged growing season, issuing of infringements, efforts of Senior Ranger to significantly reduce number of properties requiring attention, etc. It was decided not to vote on the recommendation as the current practice and dates will be continued for future Firebreak Inspections.

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

14 LATE ITEMS

Mr Crabb and Mr Campbell queried the lack of signage within the Shire that informed all residents and visitors of the correct dates for the fire seasons. It was discussed that there should be more relevant and user friendly signage that was able to have the dates changed to the relevant information as the fire season changes.

COMMITTEE DECISION

2/18 Moved Daniel Campbell, seconded John Benn that the Bushfire Advisory Committee recommends to Council that it purchase appropriate signs for the purpose of informing residents and visitors to the Shire of Kojonup the correct dates of the Fire Season and Fire Danger Ratings.

CARRIED 13/0

15 NEXT MEETING

Monday 9th April 2018 in The Reception Room commencing 7.30pm.

Mr Radford indicated he will be an apology for the meeting and Mr John Benn will act as Presiding Officer in his absence.

16 CLOSURE

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at 9:10pm.

17 ATTACHMENTS (SEPARATE)

Nil